

CITY OF FLORENCE PLANNING COMMISSION
February 28, 2017 MEETING MINUTES ****

CALL TO ORDER – ROLL CALL – PLEDGE OF ALLEGIANCE

Vice Chair Murphey called the meeting to order at 7:00 p.m. Roll call: Vice Chair John Murphey, Commissioner Clarence Lysdale, Commissioner Michael Titmus, Commissioner Robert Bare, Commissioner Rond Miller, Commissioner Sandi Young and Commissioner Brian Jagoe were present. Also present: Planning Director Wendy FarleyCampbell, Associate Planner Glen Southerland and Admin Assistant Vevie McPherran.

APPROVAL OF AGENDA

Commissioner Bare motioned to approve the Agenda. Commissioner Lysdale seconded. By voice, all ayes. The motion passed.

PD FarleyCampbell welcomed the new Planning Commissioner Sandi Young and Commissioner Brian Jagoe.

Vice Chair Murphey opened up the nominations for the position of Chairperson. Commissioner Miller nominated Vice Chair Murphey and Commissioner Bare seconded. By voice, all ayes. The motion passed.

Chairperson Murphey opened up the nominations for the position of Vice Chair. Chairperson Murphey nominated Commissioner Bare and Commissioner Jagoe seconded. By voice, all ayes. The motion passed.

APPROVAL OF MINUTES

Commissioner Miller motioned to approve the minutes of December 16, 2016. Commissioner Bare seconded. By voice, all ayes. The motion passed.

PUBLIC COMMENTS

*This is an opportunity for members of the audience to bring to the Planning Commission's attention any items **NOT** otherwise listed on the agenda. Comments will be limited to **three minutes per person**, with a maximum time of 15 minutes for all items.*

There were no public comments.

PUBLIC HEARING

Chairperson Murphey announced there were two public hearings before the Planning Commission that evening. The hearing would be held in accordance with the land use procedures required by the City in Florence City Code Title 2 Chapter 10 and the State of Oregon. Prior to the hearing(s) tonight, staff will identify the applicable substantive criteria which have also been listed in the staff report. These are the criteria the Planning Commission must use in making its decision. All testimony and evidence must be directed toward these criteria or other criteria in the Plan or Land Use Regulations which you believe applies to the decision per ORS 197.763 (5). Failure to raise an issue accompanied by statements or evidence sufficient to afford the Planning Commission and parties involved an opportunity to respond to the issue may preclude an appeal of this decision based on that issue. Prior to the conclusion of the initial evidentiary hearing, any participant may request an opportunity to present additional evidence, arguments or testimony regarding the application. Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval without sufficient specificity to allow the Planning Commission to respond to the issue that precludes an action for damages in circuit court. Any proponent, opponent, or other party interested in a land use matter to be heard by the Planning Commission may challenge the qualifications of any Commissioner to participate in such hearing and decision. Such challenge must state facts relied upon by the party relating to a Commissioner's bias, prejudgment, personal interest, or other facts from which the party has concluded that the Commissioner will not make a decision in an impartial manner.

RESOLUTION PC 16 13 DR 04 – Sand Ranch: A Design Review application from Deacon Matthews requesting approval of a retail rock shop, pole barn, mobile home, and several other outbuildings constructed or installed since the annexation of the property. The buildings are located at 5351 Highway 101. Map #18-12-14-20, Tax Lot 02100, in the Service Industrial District, regulated by Florence City Code Title 10, Chapter 31.

Chairperson Murphey opened the public hearing at 7:22 p.m. He asked if any of the Planning Commissioners wished to declare any conflicts of interest, ex parte contacts, site visits, or bias. Vice Chair Bare disclosed a contract negotiation between the Florence Humane Society and the Sand Ranch however, he did not feel it would impact his ability to make a

decision. Commissioner Titmus stated he had made a site visit. There were no challenges. Chairperson asked for the Staff report.

AP Southerland presented the staff report (attached) and recommended approval with the outlined conditions of approval. He presented the alternatives and asked for questions.

There was Commission discussion regarding power lines suspended over the existing rock shop, City utilities and the existence of public restroom facilities.

Chairperson Murphey asked for the applicant's presentation.

Applicants – Deacon & Hilary Mathews – 5351 Highway 101, Florence, OR

Mr. Mathews stated he was the owner of the Sand Ranch. He stated there was no public restroom at the rock shop and added the power lines had been approved by the power company. Commissioner Lysdale asked for clarification about the box van storage and Mr. Mathews explained that it was used for his tools and equipment. Hilary Mathews stated the storage was a temporary container. There were no other questions for the applicants.

There was Commission discussion regarding permit requirements, removal of buildings and right-of-way requirements

Chairperson Murphey asked if there were any proponents, opponents or neutral parties. There were none. AP Southerland stated that Staff recommended the removal of building #7 from the recommendation for approval and recommended approval of the application subject to the requirements of city code and conditions of approval. He added that approval was not needed for building #1, building #2 and building #4. Building #7 and building #8 were not approvable and building #3, building #5, building #6 and building #9 needed planning approval subject to conditions.

Chairperson Murphey closed the public hearing at 8:05 p.m.

Vice Chair Bare motioned to approve **Resolution PC 16 13 DR 04 – Sand Ranch** with the removal of building #7. Commissioner Miller seconded.

By roll call vote: Commissioner Miller, "yes"; Vice Chair Bare, "yes"; Commissioner Titmus, "yes"; Chairperson Murphey, "yes"; Commissioner Jagoe, "yes"; Commissioner Young, "yes"; Commissioner Lysdale, "yes". The motion was approved.

RESOLUTION PC 17 01 CUP 01 – Driftwood Shores Temporary Mobile Building Space: An application from Jay Chinn on behalf of the Driftwood Shores & Surfside Lounge HOA for a Conditional Use Permit, seeking approval to place two metal storage containers and a temporary office trailer on the lot east of the Driftwood Shores property, located at 88427 1st Avenue, for a duration of one year. The storage containers and temporary office trailer will be used as additional temporary dry storage only during the remodel of the pool multipurpose room and conversion of maintenance areas to banquet areas. The site is located at Map #18-12-04-13, Tax Lot 07000 in the Commercial Zoning District, regulated by Florence City Code Title 10, Chapter 15.

Chairperson Murphey opened the public hearing at 8:08 p.m. He asked if any of the Planning Commissioners wished to declare any conflicts of interest, ex parte contacts, site visits, or bias. There were none. There were no challenges of Commissioners' impartiality to make decisions.

PD FarleyCampbell presented the staff report (attached) and recommended approval with the noted changes and conditions of approval that had been outlined. She presented the alternatives and asked for questions. There was brief discussion regarding container location, fencing and plumbing.

Applicant – Jay Chinn 88416 1st Avenue, Florence, OR

Mr. Chinn clarified the distance that the containers were placed from the property line, stated he agreed neutral color should be used on the containers and stated they were owned by Driftwood Shores. He requested some leniency regarding the expiration date. There was discussion regarding the presence of trash receptacles, location of cyclone fencing, and changing placement of the containers.

Chairperson Murphey asked if there were any proponents, opponents or neutral parties. There were none. PD FarleyCampbell stated that Staff recommended approval with the addition of the condition that the applicant agreed to paint the two storage containers with a neutral color to match the office trailer and the change of Condition #4 to reflect the date of February 20, 2018.

Chairperson Murphey closed the public hearing at 8:30 p.m.

Commissioner Titmus motioned to approve **Resolution PC 17 01 CUP 01 – Driftwood Shores Temporary Mobile Building Space** with the addition of the condition of approval to paint the two storage trailers a neutral color to match the office trailer and the change of Condition #4 to reflect of February 20, 2018. Vice Chair Bare seconded.

By roll call vote: Vice Chair Bare, “yes”; Commissioner Titmus, “yes”; Commissioner Lysdale, “yes”; Commissioner Miller, “yes”; Commissioner Young, “no”; Chairperson Murphey, “yes”; Commissioner Jagoe, “yes”. The motion passed.

PLANNING COMMISSION DISCUSSION ITEMS

Commissioner Titmus initiated a discussion regarding vegetation preservation within the City. Commissioners discussed nuisance properties and issuing a stop work order on the 76 Station for failure to apply for a modification to their architectural approval.

CALENDAR

PD FarleyCampbell announced the Greener Florence Award nominations were due March 15, 2017 and the Household Hazardous Waste Round-Up was scheduled to be held April 21 and 22, 2017. She stated that interviews for the Housing and Economic Opportunities Analysis were scheduled and concluded with upcoming hearing dates.

Chairperson Murphey adjourned the meeting at 8:58 p.m.

Chairperson, John Murphey
Florence Planning Commission

Date

Sand Ranch Design Review

PC 16 13 DR 04



Criteria

Florence City Code, Title 10:

- Ch. 1: Zoning Administration, Section 1-5
- Ch. 3: Off-Street Parking & Loading, Sections 2 through 5 and 8 through 10
- Ch. 6: Design Review, Sections 5 through 9
- Ch. 8: Nonconforming Lots and Uses, Section 2
- Ch. 11: Single Family Residential District, Sections 2 through 5

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Criteria, continued

Florence City Code, Title 10:

- Ch. 31: Service Industrial District, Sections 2 and 4 through 7
- Ch. 34: Landscaping, Section 3
- Ch. 35: Access and Circulation, Sections 2 and 3
- Ch. 37: Lighting, Sections 2 through 4

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Introduction

- Application for Design Review for rock shop, other added buildings
- Application received on June 30, 2016
- Application deemed complete on January 6, 2017

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Aerial of Site



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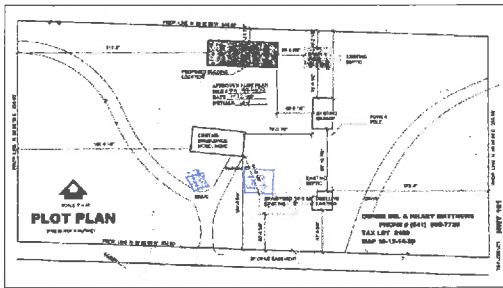
Aerial of Site



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Site Plan



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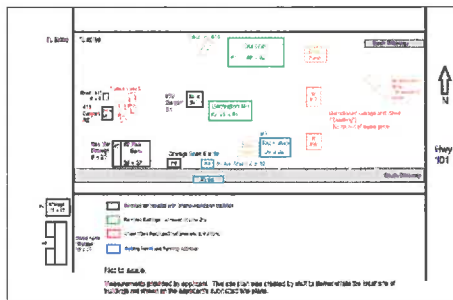
Site Plan 2



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Site Plan 3



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Site Photos



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Testimony

Public Testimony:

- None Received

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Referral Comments

ODOT:

- Work in ROW requires permit.
- Change in access requires change to easement.

Public Works:

- Non-remonstrance agreements for future improvements
- Storm water facilities for added impervious surface
- No discharge to over-capacity ODOT system

Building:

- Permits.
- Sanitation.

• Sand Ranch Design Review

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Staff Recommendation

Staff finds that the application meets the applicable criteria of City Code and the Florence Realization 2020 Comprehensive Plan and **recommends approval** (with the changes mentioned) of the application with the following conditions of approval:

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Conditions of Approval

4. Parking Req.

- 4.1. Two parking spaces, not incl. ADA.
- 4.2. Paved parking spaces.
- 4.3. Parking not eliminated or used for storage or loading.
- 4.4. One ADA space meeting req.
- 4.5. 50 ft. of driveway.
- 4.6. Storm water facility required.

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Conditions of Approval

4. Parking Requirements, continued

- 4.7. Parking & grading plans.
- 4.8. Meeting req. of FCC 10-3-9.
- 4.9. Driveway signage.
- 4.10. Two bicycle parking spaces

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Conditions of Approval

5. Design Review Requirements

- 5.1. Building colors approved.
- 5.2. Conditions prior to final building inspection, no longer than six months, Aug. 28, 2017.
- 5.3. Approval expires Feb. 28, 2018.

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Conditions of Approval

6. Use Requirements

- 6.1. CUP for residential use expansion.
- 6.2. Building 9 approved until Oak Street is developed and must then be removed.
- 6.3. Remove Building 8 before Feb. 28, 2018.
- 6.4. No CUP required for establishment of base floor area at this time.
- 6.5. Sight-obscuring trash enclosure.

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Conditions of Approval

7. Landscaping Requirements

- 7.1. Landscaping Plan required.
- 7.2. 8 additional trees.
- 7.3. 50 additional shrubs.
- 7.4. 70% coverage within 5 years.
- 7.5. Pocket-planted with soil-compost blend.
- 7.6. All noxious weeds removed.
- 7.7. Landscaping plans meeting FCC 10-34-3-4.

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Conditions of Approval

7. Landscaping Requirements, continued

- 7.8. Irrigation or drought-tolerant with temp. irrigation.
- 7.9. Screening of storage areas.
- 7.10. Maintenance of landscaping.
- 7.11. Storm water meeting all requirements. Will count towards required landscaping.

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Conditions of Approval

8. Access and Circulation Requirements

- 8.1. Circulation on required parking plan.
- 8.2. Paved width meeting minimum standards.
- 8.3. Vision clearance area kept clear.
- 8.4. Non-remonstrance for future sidewalk improvements.
- 8.5. Interior sidewalk/walkway adjacent parking spaces required.

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Conditions of Approval

9. Lighting Requirements

- 9.1. Photometric plan for review.
- 9.2. Full-cutoff or shielded fixtures. No projection skyward or off property.
- 9.3. All lighting shall come into compliance and meet requirements of FCC 10-37-4-B.
- 9.4. All lights mounted below 20 feet in height.
- 9.5. Main lights extinguished. Minimum required for security/safety.

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Conditions of Approval

- 1.1. ODOT permitting for work in ROW. Stormwater connections.
- 1.2. All building permits required. Sanitation permits for septic connections.
- 1.3. No storm water flow into ODOT system.
- 1.4. Compliance for other issues will be sought through action by Code Enforcement, Building Official, Fire Marshal, and other applicable agencies.

• Sand Ranch Design Review

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Alternatives

- 1. Approve the application;
- 2. Deny the application;
- 3. Modify the findings, reasons, or conditions and approve the proposal; or
- 4. Continue the Public Hearing to a date certain if more information is needed.

• Sand Ranch Design Review

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Questions?

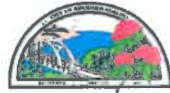


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Driftwood Shores
Temp. Mobile Building Space

PC 17 01 CUP 01



Introduction

- Application for Conditional Use Permit
- Application received on January 3, 2017
- Deemed complete on January 18, 2017
- Property Owner Notice on February 7, 2017

- Dufferin Shares Storage CUP

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Criteria

Florence City Code, Title 10:

Chapter 1: Zoning Administration, Section 1-6-3

Chapter 3: Off Street Parking & Loading, Sections 3 through 5 and 7 through 11

Chapter 4: Conditional Uses, Sections 3, 5 through 11
and 12E Temporary Mobile Building Space

Chapter 15: Commercial District, Sections 2, 4, 5 and 6

• Driftwood Shares Storage CUP?

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Aerial of Site



- Driftwood Shores Storage CUP

02/28/2017 #4

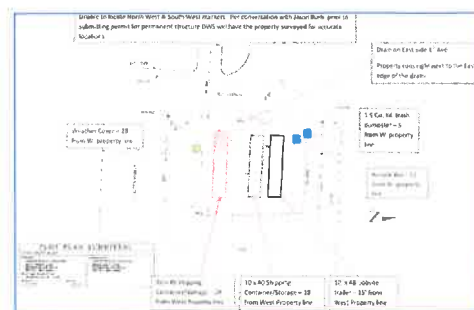
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- Driftwood Shores Storage Club

10/25/2016 ■ 5

Site Plan



■ Driftwood Shores Storage Club

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Elevations



• Drillwood Shores Storage CUP

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Elevations



• Drillwood Shores Storage CUP

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Testimony

Public Testimony:

- None Received

Referral Comments:

- None Received

• Drillwood Shores Storage CUP

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Staff Recommendation

Staff finds that the application meets the applicable criteria of City Code and **recommends approval** of the application with the following conditions of approval:

• Drillwood Shores Storage CUP

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Conditions of Approval

3. No vehicular parking on temp building site
4. Approval ends: Feb. 28, 2018
5. Building Permits for trailer
6. Installation of construction fencing

• Drillwood Shores Storage CUP

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Alternatives

1. **Approve the application with conditions;**
2. Deny the application;
3. Modify the findings, reasons, or conditions & approve the proposal; or
4. Continue the Public Hearing to a date certain if more information is needed.

• Drillwood Shores Storage CUP

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Questions?